

**IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS**

**Bureau of Occupational Licenses**

**700 West State Street, P.O. Box 83720**

**Boise, ID 83720-0063**

**Minutes of March 15, 2012**

**BOARD MEMBERS PRESENT:** James L. Roberts - Chair  
Zendy Fae-Hansen Meharry  
Keith Holloway  
Jonathan Paine

**BOARD MEMBERS ABSENT:** Cathy Hart

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Janice Wiedrick, Technical Record Specialist

**OTHERS PRESENT:** Kris Ellis, Idaho Health Care Association

The meeting was called to order at 8:59 AM MST by James L. Roberts.

Mr. Holloway moved to suspend the roll call. Dr. Paine seconded, motion carried.

**APPROVAL OF MINUTES**

Dr. Paine moved to approve the minutes of December 1, 2011 and February 2, 2012 as presented. Ms. Meharry seconded, motion carried.

**LEGISLATIVE REPORT**

Ms. Hall reported the NHA bill has passed the House and Senate and awaits the Governor's signature.

**FINANCIAL REPORT**

Ms. Hall presented the financial report showing a positive balance of \$44,583.56.

**INVESTIGATIVE REPORT**

Ms. Peel presented the investigative report which is linked above.

**NEW BUSINESS**

The National Board of Examiners of Long Term Health Care Annual meeting will be held in Providence, RI, on June 6-8, 2012.

Mr. Holloway moved to send Ms. Meharry and Mr. Roberts to the meeting. The Board is to pay expenses related to the trip. Mr. Roberts will be the Voting Member for Idaho and Ms. Meharry the Delegate. Dr. Paine seconded, motion carried.

## **EXECUTIVE SESSION**

A motion was made by Ms. Meharry that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials and continuing education for reinstatement of licenses. It was seconded by Mr. Holloway. The vote was: Mr. Holloway, aye; Ms. Meharry, aye; Dr. Paine, aye; and Mr. Roberts, aye. Motion carried.

Dr. Paine moved to come out of executive session. Ms. Meharry seconded. The vote was: Mr. Holloway, aye; Ms. Meharry, aye; Dr. Paine, aye; and Mr. Roberts, aye. Motion carried.

## **CONTINUING EDUCATION FOR REINSTATEMENT OF LICENSES**

Mr. Holloway recused himself from the review of continuing education.

Dr. Paine moved to accept all continuing education submissions for the reinstatement of licenses as submitted. Ms. Meharry seconded, motion carried.

## **QUARTERLY REPORTS**

Ms. Meharry moved to approve all quarterly reports reviewed and to send letters with notations to the Administrator-in-Training. Dr. Paine seconded, motion carried.

## **APPLICATIONS**

Mr. Holloway moved to approve the endorsement applications for:

Russell Traughber	NHA-918
Troy Lynn Thayne	NHA-919
Richard Mark Ord	NHA-920

Ms. Meharry seconded, motion carried.

## **DESIGNEE**

Ms. Meharry moved to approve the designee status for Troy Lynn Thayne, NHAD-925. Dr. Paine seconded, motion carried.

### **ADMINISTRATOR-IN-TRAINING PROGRAM**

Dr. Paine moved to approve the Administrator-in-Training program to:

Richard Thomas Strong  
Jason M. Norman

NHAIT-921  
NHAIT-924

Mr. Holloway seconded, motion carried.

### **EXECUTIVE SESSION**

A motion was made by Ms. Meharry that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application material and correspondence from an applicant. It was seconded by Mr. Holloway. The vote was: Mr. Holloway, aye; Ms. Meharry, aye; Dr. Paine, aye; and Mr. Roberts, aye. Motion carried.

Dr. Paine moved to come out of executive session. Ms. Meharry seconded. The vote was: Mr. Holloway, aye; Ms. Meharry, aye; Dr. Paine, aye; and Mr. Roberts, aye. Motion carried.

Applicant ID #901110186 met with the Board and asked to reinstate the Administrator-in-Training (AIT) file that had been terminated for lack of activity. Ms. Meharry moved to deny the request based upon the time lapse involved; but suggested that the applicant re-apply for the AIT program and pay the fees. When she reapplies the Board Chair is authorized to review the application so the AIT program can start immediately. Dr. Paine seconded, motion carries with one abstention from Mr. Holloway.

Sonna Corder, NHAD-910, requested an extension of the designee status to fill the time before the new administrator arrives. Mr. Holloway moved to extend the designee status for 30 days only. Ms. Meharry seconded, motion carried.

### **RETIREMENT**

The Board congratulated Janice on her retirement from the Bureau with best wishes, and thanked her for the years of service to the Board.

### **NEXT MEETING**

June 14, 2012 at 9:00 a.m. MDT

## ADJOURNMENT

Dr. Paine moved to adjourn the meeting at 10:40 a.m. Mr. Holloway seconds, motion carries.

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James L. Roberts, Chair

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Zendi Fae-Hansen Meharry

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Keith Holloway

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Cathy Hart

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Jonathan Paine

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Tana Cory, Bureau Chief